

RESOLUTION NO. 90-187

A RESOLUTION OF THE LODI CITY COUNCIL  
APPROVING THE NEW CLASS SPECIFICATIONS FOR SENIOR PLANNER,  
FINDING CITY EMPLOYEE DAVID MORIMOTO IS PERFORMING THE DUTIES OF SENIOR  
PLANNER, APPROVING MR. MORIMOTO'S ASSIGNMENT TO SAID POSITION, APPROVING THE  
ELIMINATION OF THE ASSOCIATE PLANNER FROM MID-MANAGEMENT STATUS,  
AND APPROVING THE PLACEMENT OF THE ASSOCIATE PLANNER CLASSIFICATION IN  
THE GENERAL SERVICES UNIT

=====

RESOLVED, that the Lodi City Council does hereby adopt the class specifications for Senior Planner as shown on Exhibit A attached hereto and thereby made a part hereof; and

FURTHER RESOLVED, that the Council finds that City employee David Morimoto is currently performing the duties of Senior Planner; and

FURTHER RESOLVED, the Council hereby approves the assignment of David Morimoto to the position of Senior Planner; and

FURTHER RESOLVED, the Council hereby approves the elimination of the position of Associate Planner from the list of Mid-Management positions; and

BE IT FURTHER RESOLVED, the Council hereby approves the placement of the Associate Planner classification in the General Services unit.

=====

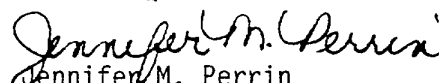
Dated: December 19, 1990

I hereby certify that Resolution No. 90-187 was passed and adopted by the City Council of the City of Lodi in a regular meeting held December 19, 1990 by the following vote:

Ayes: Council Members - Pinkerton, Pennino, Sieglock, Snider and  
Hinchman (Mayor)

Noes: Council Members - None

Absent: Council Members - None

  
Jennifer M. Perrin  
Deputy City Clerk

for Alice M. Reimche  
City Clerk

90-187

RES90187/TXTA.02J

Senior Planner**EXHIBIT A**DEFINITION:

Under general supervision, provides lead direction to professional planning staff and conducts complex professional work on current and/or advanced planning projects; performs related work as assigned.

DISTINGUISHING CHARACTERISTICS:

This is the advanced journey level position in the professional planning series. The incumbent provides lead direction to assigned planners, and performs highly specialized planning functions. Incumbents are assigned to either advanced or current planning projects that require considerable professional knowledge and the use of independent judgement. This class is distinguished from the Community Development Director in that the latter has overall management responsibility for the city's planning division.

SUPERVISION RECEIVED AND EXERCISED:

Receives general supervision from the Community Development Director.

Delegates, organizes, and coordinates the activities of subordinate staff and functions.

EXAMPLES OF DUTIES:

Duties may include, but are not limited to, the following:

Coordinates and performs research, administrative and technical activities necessary to achieve planning project objectives and to maintain departmental information programs.

Provides lead direction and work assignments to professional and technical staff; assists in the selection of assigned staff; instructs staff in work procedures, reviews work performed, and provides input into periodic performance evaluations.

Compiles and analyzes information such as population and economic growth estimates, demographic, housing, and land use data.

Utilizes or directs the utilization of computers and software programs for various technical projects and studies; develops plans and recommends changes in policies and procedures.

Coordinates and assists in the processing of applications submitted for subdivisions, requests for use and variance permits and other development permits or approvals; reviews plans and other information submitted.

Collects and evaluates information related to the application process and recommends approval, disapproval, or alternative approaches; works with Building Division to ensure enforcement of zoning regulations.

Coordinates and performs evaluations and analyses pertaining to the elements of the comprehensive General Plan, area plans, environmental impact reports, implementation, redevelopment, and capital improvement plans, programs, and related municipal ordinances and policies.

Prepares reports and recommendations and state and federal applications and documents; confers with personnel from other departments and agencies in coordinating assigned work; meets with representatives of community organization and other groups to encourage cooperative action or to resolve problems.

EXAMPLES OF DUTIES: (continued)

Makes oral presentations before and may serve on commissions, committees, community groups and boards of other governmental agencies.

Conducts special investigations of a technical nature regarding planning projects; reports conclusions and recommendations in technical report form, or in form for publication.

Directs the preparation and design of maps, charts, models, sketches and other graphic presentations; prepares reports, presentations, correspondence and other written materials.

May act in the absence of the Community Development Director/Planning on a relief basis.

MINIMUM QUALIFICATIONS:

Knowledge of:

Objectives, principles, procedures, standards, practices, information services and trends in the field of urban planning.

Land use, physical design, demographic, environmental, and social/economic concepts as applied to municipal planning.

Statistical analysis and mathematical concepts related to the planning process.

Application, modification, and interrelationships between ordinances, policies, standards, procedures, and practices associated with the planning function.

Applicable federal, state and local laws and regulations.

Terminology, symbols, methods, and techniques used in planning and map drafting.

Local government organization and the functions and practices of a municipal planning unit.

Basic supervisory principles and practices.

Ability to:

Assign, direct and review the work of others and train others in work procedures.

Direct and conduct complex planning studies and activities.

Perform and coordinate activities, such as the collection, analysis, and preparation of reports and recommendations.

Interpret laws, policies, procedures, regulations, maps, specifications, site and building plans, graphs and statistical data.

Make persuasive presentations of ideas and recommendations.

Establish and maintain cooperative and effective relationships with those contacted in the course of the work.

Exercise sound independent judgment within established guidelines.

Prepare clear, concise and complete technical documents, reports and correspondence.

EDUCATION AND EXPERIENCE:

Any combination equivalent to experience and education that would likely provide the required knowledge and abilities would be qualifying. A typical combination is:

Education: A Bachelor's Degree with major coursework in city or regional planning, urban planning, or a closely related field.

Experience: Four years of professional planning experience.

Licenses and Certificates

Possession of a valid Driver's License (Class C) from the California Department of Motor Vehicles.